

**SUMTER COUNTY BOARD OF COMMISSIONERS**  
**EXECUTIVE SUMMARY**

**SUBJECT:** Award and enter into contract with Marion/Service Roofing & Sheet Metal Co. for RFP 026-0-2011/AT Sumter County On-Call Roofing Repairs & New Installation (Staff recommends approval).

**REQUESTED ACTION:** **Award and enter into contract with Marion/Service Roofing & Sheet Metal Co.**

☐ Work Session (Report Only)    **DATE OF MEETING:** 10/25/2011  
☒ Regular Meeting                      ☐ Special Meeting

**CONTRACT:** ☐ N/A    Vendor/Entity: Marion/Service Roofing & Sheet Metal Co.

Effective Date: 10/25/2011    Termination Date: 10/25/2012  
Managing Division / Dept: Public Works / Facilities Maintenance

**BUDGET IMPACT:**

☒ Annual                      **FUNDING SOURCE:** Facilities Maintenance  
☐ Capital                      **EXPENDITURE ACCOUNT:** Various Lines from 001-100-519  
☐ N/A

---

**HISTORY/FACTS/ISSUES:**

RFP 026-0-2011/AT Sumter County On-Call Roofing Repairs & New Installation was broadcast on September 12, 2011. Proposals were due on October 12, 2011 at 10:00 a.m. Two proposals were received on time and they were opened at 10:05 a.m. on October 12, 2011 in Room 208 located in The Villages Sumter County Service Center, 7375 Powell Road, Wildwood, FL 34785.

The Selection Committee met on October 17, 2011 at 11:00 a.m. in Room 208 and submitted their scores for each proposal. The Financial Services Department tallied the scores listed below as follows:

Marion/Service Roofing & Sheat Metal Co. from Ocala, FL - 9.36  
Lewis Brothers, Inc. from Bushnell, FL - 7.86

The Selection Committee agreed to recommend to the Sumter County Board of County Commissioners to enter into contract with Marion/Service Roofing & Sheet Metal Co.

The following items are attached: A) Executive Summary; B) legal ad; C) bid opening meeting minutes; D) Selection Committee Meeting minutes; E) proposal comparison information created by Financial Services; F) Selection Committee members individual score sheets; G) contract with Marion/Service Roofing & Sheet Metal Co.; H) Marion/Service Roofing & Sheet Metal Co. proposal; I) RFP 026-0-2011/AT proposal document.

---